

**Job Title: U/R/Q.A./Contract Health Manager - Full-time regular**

Location: Fairbanks

Job Summary: Job incumbent directs and operates Contract Health Services.

Qualifications: Bachelor's Degree in nursing or related field with a minimum of three years administration and utilization review experience. Knowledge of Healthcare financing in a Management care environment. Minimum of three years experience in Case Management with financial undertone. Three years of supervisory experience. Knowledge in healthcare coding for Hospitals and Medical clinics. Experience in Microsoft Office Software to include Excel, Word, and Power Point. Strong verbal, written, and interpersonal skills. Strong customer service skills. Demonstrated negotiating abilities. Must be able to maintain strict confidentiality.

Closing Date: Open until filled